

Classification

Approved For Release 2006/09/25 : CIA-RDP75-00399R000100120168-9

DDSD/OL/SD-110

REPORTS INVENTORY

XXXXXXXXXX

PREPARE IN DUPLICATE

1. TITLE OF REPORT (if a fill-in report include Form No.)

DLSC Transaction Errors

2. TYPE OF REPORT ☒ STATISTICAL☐ NARRATIVE☐ MACHINE-NAME LISTING

3. FUNCTIONAL AREA

☐ PERSONNEL☐ TRAINING☐ ADMIN. GENERAL☐ OTHER (specify)☒ LOGISTICS☐ SECURITY☐ MEDICAL☐ FINANCE

4. NO. OF COPIES PREPARED

1

5. FREQUENCY (weekly, monthly, quarterly, etc.)

Monthly

6. DISTRIBUTION (No. of components not number of copies)

1

7. FORMAT (memorandum, form computer print-out, etc)

Computer Print-Out

8. ADP PROCESSING

☒ YES

IF YES GIVE ADP PROCESSING NO.

☐ NO

410

9. DIRECTIVE AUTHORITY REQUIRING REPORT

10. PREPARING COMPONENT (include lowest level contributing information to report)

OCS, OL/SD/SMB/GMMS

11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.)

## 12. COST FACTORS

## A. MANUAL PREPARATION AND REVIEW COSTS

GRADE	HOURLY RATE	<input checked="" type="checkbox"/> HOURS PER REPORT	=	COST PER REPORT	<input checked="" type="checkbox"/> TIMES PREPARED	=	COST PER YEAR
GS-12	6.82	8		54.56	12		654.72

## B. COSTS OF COMPUTER PRODUCED REPORTS

				.15	12		1.80
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TOTAL COSTS PER YEAR

656.52

13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (in addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT.

This report is required to correct certain errors which occur in the DLSC reference file.

## 14. FUTURE GOALS

GOAL PROPOSED BY COMPONENT FOR THIS REPORT

ESTIMATED SAVINGS

☒ RETAIN AS IS ☐ OTHER (explain)

MAN-HOURS

DOLLARS

☐ CHANGE

STAT

☐ DISCONTINUE

16. DATE OF INVENTORY

5 Oct

17. NAME AND TITLE OF PERSON FURNISHING INFORMATION

18. EXTENSION

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FORM 9-70

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Classification

(22-36-43)

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